

**Minutes of the Regular Meeting  
of The Board of Directors of the  
Woodview at Bulverde Creek Homeowners Association, Inc.  
March 28, 2013**

A regular meeting of the Board of Directors of the Woodview at Bulverde Creek Homeowners Association, Inc., a Texas nonprofit corporation (the "Association"), was held in the Training Room at the offices of Association Management Services, 1600 NE Loop 410, Suite 202, San Antonio, Texas 78209, pursuant to call by the President of the Association.

- Directors Present:** Bob Bird, Orlando Guadalupe, Lorri Tibbetts and Isaac Torres
- Directors Absent:** Blake Pearson
- Others Present:** Mrs. Orlando Guadalupe, 3703 Blue Sky Holly  
Lisa Dory, Association Manager
- Call to Order:** With a quorum present the meeting was called to order at 6:42 p.m. by the President, Bob Bird.
- Board Officer Election:** After the Board members completed a ballot with the name of each Board member listed under each Board position, the ballots were tabulated and the following was determined, based on the persons getting the highest votes for each position:
- |                     |                   |
|---------------------|-------------------|
| President           | Bob Bird          |
| Vice President      | Orlando Guadalupe |
| Treasurer           | Blake Pearson     |
| Secretary           | Lorri Tibbetts    |
| Assistant Secretary | Isaac Torres      |
- Members Forum:** Mrs. Guadalupe did not have anything to express with the Board.
- Approval of Minutes:** The minutes of the 09/27/12 Board Meeting were approved as written. Minutes from 0110/13 annual meeting were reviewed and accepted; they will be submitted to general membership for approval at the next annual meeting.
- Financial Report:** The Board reviewed the Association's expenses versus the budget, Balance Sheet, and the Reserve Account. Bob Bird went over the following:  
The Operating Fund, Operating Money Market Account and the Operating CD equal a balance of \$62,456.75.  
The Reserve Money Market Account and the Reserve CD equal a balance of \$15,476.19.  
As of 2/28/13 the Association was \$6,177.64 under the 2013 Budget, year to date.
- Lisa Dory explained to the Board that she heard back from Taxempt, the company that analyzed the Association's utility bills and that Woodview at Bulverde Creek is now state sales tax exempt on their electricity and that CPS gave a credit of \$68.23 that should reflect on their next bill.
- Assessment Delinquency & Litigation Options:** The Board conducted a non-specific review of overall status and collection options.
- Deed Restriction Enforcement:** The Board discussed deed violations, viable enforcement options, as well as legal action. In the case of rental property, the Board understands that the homeowners, not the renters, are responsible for the condition of their property.
- Unfinished Business:**
- a. **Bulverde Road Construction Project:** The Board had a discussion regarding the status of the "Trojan Horse" property.
  - b. **Neighborhood Safety –** Bob Bird shared with the Board the letter that he wrote to the City regarding the increased traffic anticipated with the two developments going in on Canyon Parkway. The letter requested that a traffic study be conducted on Canyon Parkway between the bridge and the Bulverde Road/Canyon Parkway intersection. That, based on the results of the traffic study and the expected traffic increase, consideration be given to installing a traffic light at the Bulverde Road/Bulverde Parkway intersection. The letter also requested that an appropriate section of Canyon Parkway starting at the Bulverde Road intersection be designated "No Parking" on both sides of the street. Pending the city's response to the letter outlined above, discussion was put off regarding the possibility of requesting a 20 mph speed limit be established within Woodview as well as the viability of requesting that the city close off Blue Trinity between Woodview and the Summit .

- New Business:**
- a. **Spring Garage Sale:** A motion was made, seconded and unanimously passed to have the Association's Spring Garage Sale on May 18<sup>th</sup>. The Garage Sale will be advertised by an e-blast to the homeowners, posted on the Association's web-site and signage.
  - b. **Grounds Maintenance:** Bob Bird reported that he met with MLC and that since the meeting they have gotten back on track. Mr. Bird will further assess their work now that the growing season has begun.
  - c. **Illegal Parking:** The Board discussed vehicles being parked facing the wrong direction, driveway parking that blocks sidewalk access, driveway parking that extends into the street and expired registration and inspection stickers. The Board reviewed the City and State Regulations that Bob Bird included in the Board Packets so that they can report illegal parking to the SAPD.
  - d. **Trespassing:** The Board discussed trespassing in terms of a homeowner's property lines. The issue stems from residents, primarily children, cutting across yards. According to the Texas Penal Code, to be considered "Criminal Trespass," the offending party must have had notice that entry upon the property was not acceptable.
  - e. **Unauthorized Use of Greenbelts:** The Board discussed that the greenbelts are common property of the Association and that any dumping, construction or vehicle use need to be reported. The Board asked that a reminder be sent out on an e-blast reminding the homeowners that the only acceptable entrance into the greenbelts is in the middle of a cul-de-sac. The e-blast will also address unauthorized use of the greenbelts.

**Adjourn Open Session:** The Regular Session of the Woodview at Bulverde Creek Homeowners Association, Inc. Board of Directors Regular Meeting of March 28, 2013 was recessed at 8:02 PM for the Board's Executive Session. Executive Session agenda items: review of Management Company contract, a request for a Special Meeting of the general membership, and review of specific delinquent assessments.

**Executive Session:** Mrs. Guadalupe excused herself from the room for the Executive Session. The Meeting was called to order at 8:07 PM and adjourned at 8:38 PM.

**Return to Open Session:** The Regular Session of the Woodview at Bulverde Creek Homeowners Association, Inc. Board of Directors Meeting was reconvened at 8:46PM.

**Individual Consideration Agenda Items Deliberated in Executive Session:**

- **Specific Delinquent Accounts:** Provided statutory prerequisites have been met, the Board unanimously approved the referral of four (4) delinquent assessment accounts to the Association's attorney for collection.
- **Special Meeting of General Membership:** It was agreed that a Special Meeting of the General Membership was not warranted.
- **Association's Managing Agent:** For the sake of comparison of services and fees, other management companies will be contacted to obtain comparison information.

**Next Board Meeting:** The Board agreed that the next Board Meeting would be determined at a later date.

**Adjournment:** With no further business to discuss, the meeting was adjourned at 8:54 p.m. by the President.

Respectfully Submitted,

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Lisa Dory, Recording Secretary

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Bob Bird, President